



Public Advisory Committee (PAC) Informal Meeting Notes
April 5, 2012

I. CALL TO ORDER

The regular meeting of the PAC was not called to order due to a lack of quorum. The members present agreed to remain and hold an informal information session in the Solano County Transit (SolTrans) Conference Room.

PAC MEMBERS PRESENT:	James Cook	City of Benicia
	Tom Bartee	Solano Transportation Authority
	Richard Burnett	City of Vallejo

PAC MEMBERS ABSENT:	Daniel Smith	City of Benicia
	David Jones	Solano Transportation Authority
	Cori LaBrado	Solano Transportation Authority
	Marigen Nicoloff	City of Vallejo

SOLTRANS STAFF PRESENT:	<i>(In Alphabetical Order by Last Name)</i>	
	Suzanne Fredriksen	SolTrans
	Jim McElroy	SolTrans
	Nancy Whelan	SolTrans
	Jeanine Wooley	SolTrans

OTHERS PRESENT:	Cookie Gordon	
	Liz Niedziela	Solano Transportation Authority

II. APPROVAL OF THE AGENDA

III. ORGANIZATION OF COMMITTEE

A. Chair Responsibilities, Term, and Selection

Recommendation:

- 1) Approve the recommended list of Chair roles and responsibilities.
- 2) Determine the term of the Chair and Vice Chair.
- 3) Select a Chair by majority vote.
- 4) Select a Vice Chair by majority vote, to assume the duties and responsibilities of the Chair in the event that the Chair is unable to attend a scheduled meeting.

No action was taken at this time.

IV. OPPORTUNITY FOR PUBLIC COMMENT

None presented.

V. INTRODUCTION

Jim McElroy,
Interim Executive Director

A. Discussion of the Role of Public Transit in the Community

B. SolTrans Overview

C. Roles and Responsibilities of the Committee

VI. FINANCE ISSUES – OPERATIONS

A. Budget Overview

Nancy Whelan, Interim Chief Finance Officer noted that FY 2011-12 budgeted amounts are compared to estimated actuals through December 31, 2012. She stated that an FY 2011-12 mid-year budget adjustment is recommended and presented a summary of revenue and expenditure categories. She also provided an FY 2012-13 budget outlook.

Public Comments:

None presented.

PAC Member Comments:

Tom Bartee suggested that staff continue to explore contract pricing for fuel by combining purchasing power with other agencies in Solano County.

Tom Bartee noted that there may be potential to reduce overhead costs by embracing partnerships and collaborations, particularly with regards to security in the area. He stated that the combined security budgets of SolTrans, Central Core Restoration Corporation (CCRC), and 201 Main Street is roughly ½ million dollars which could be utilized to hire police officers. He also noted that this idea has been presented to the City Manager of Vallejo, as well as the CCRC, and that a meeting of the interested parties may be beneficial.

Recommendation:

Informational.

VII. OPERATIONS

A. Short Range Transit Plan Overview

Jeanine Wooley, Director of Operations, presented an overview of the Short Range Transit Plan (SRTP), highlighting key elements included in the Operations Plan, Fare Structure, and Capital and Finance Plan. She summarized the goals and objectives of the SRTP, and outlined the process of containing costs while seeking to minimize service cuts, increase productivity, and optimize service coverage.

Public Comments:

None presented.

PAC Member Comments:

None presented.

Recommendation:

Informational.

B. Service and Fare Restructuring

Jeanine Wooley provided a summary of the positive feedback from the series of public meetings held in March. She noted that a majority of the public seemed pleased with the proposed route realignment, streamlined fare structure, and improved frequencies. She also summarized the main items of concern, which included the span of service, elimination of Sunday service, the number of stops in Contra Costa (BART Stations), and the elimination of Route 76. She noted that staff is taking into consideration all the public comments received in a revised proposal that will be presented to the PAC in May so the committee can provide a recommendation to the SolTrans Board.

Public Comments:

Cookie Gordon noted that there has been concern among senior citizens with the proposed 40 cent increase on the local monthly pass and that this should be reconsidered. She also expressed appreciation for the public outreach process and how the SolTrans staff is taking all the public comments into consideration for the final proposal to the Board.

PAC Member Comments:

None presented.

Recommendation:

Informational.

VIII. NEXT MEETING

IX. ADJOURNMENT

The informal information meeting was adjourned at 11:30 a.m. The SolTrans PAC meets quarterly and on an as-needed basis. The next PAC meeting is scheduled for **May 2, 2012, 10:00 a.m., in the SolTrans Conference Room, 311 Sacramento Street, Vallejo.**